

Frazier Park PUD Planning Budget and payment of funds																		
	Budget	Claim #			20	21	22	23	24	25	26	27	28	29	30	31	Spent to date	Balance
		2	3															
Management, Administration:	\$34,591	\$1,601.25	\$1,957.95	\$458.33	\$600.00	\$466.66	\$533.32	\$366.66	\$500.00	\$583.32	\$416.66	\$683.32	\$500.00	\$600.00	\$616.66	\$32,982.61	\$1,608.39	
Legal:	\$15,553						\$88.50	\$295.00		\$678.50	\$97.50		\$1,397.50	\$2,973.75		\$9,712.34	\$5,840.66	
Staff Cost Recovery:	\$6,348			\$86.01	\$96.75	\$96.75	\$76.38	\$41.13	\$105.76	\$88.13	\$76.38	\$88.12	\$58.75	\$111.63	\$91.00	\$3,163.07	\$3,184.62	
Annexation Costs																\$0.00		
Engineering/Admin	\$45,757			\$838.00	\$1,390.50	\$6,704.50	\$701.50	\$1,384.25	\$6,429.50			\$1,020.00	\$5,899.96	\$7,526.10	\$1,844.50	\$33,738.81	\$12,018.46	
MSR	\$38,000									\$1,836.00	\$14,076.00	\$5,936.25				\$21,848.25	\$16,151.75	
Legal	\$9,000															\$0.00	\$9,000.00	
Test well Plans & Specs:	\$27,012															\$27,012.31	\$0.00	
Test well Eng. Admin	\$24,420			\$306.00	\$612.00	\$204.00	\$204.00	\$204.00		\$612.00	\$816.00					\$24,435.00	-\$15.00	
Test well drilling:	\$201,386					\$204.00	\$612.00	\$1,938.00		\$1,856.65	\$1,020.00	\$2,662.08				\$201,385.73	\$0.00	
Labor Compliance:	\$1,680															\$1,680.00	\$0.00	
Appraisals, Licenses, Access:	\$46,000				\$15,408.00	\$510.00	\$1,428.00			\$5,000.16						\$33,850.16	\$12,149.84	
Fish & Wildlife fees:	\$2,000															\$0.00	\$2,000.00	
Hydrogeologist & inspection	\$28,889															\$28,889.42	-\$0.42	
Water Quality testing:	\$4,530															\$4,530.21	-\$0.21	
Hydrogeology Report:	\$6,831															\$6,831.00	\$0.00	
Preliminary Engineering Report:	\$43,292												\$22,170.34	\$20,303.39	\$542.50	\$43,016.23	\$275.77	
Project Design Report:	\$36,605															\$0.00	\$36,605.00	
Environmental Documents:	\$59,673													\$434.00		\$434.00	\$59,239.00	
Engineering Design	\$266,166														\$2,927.75	\$0.00	\$266,166.00	
Contingency	\$117,159															\$0.00	\$117,159.00	
	\$1,014,892			\$1,688.34	\$18,107.25	\$8,185.91	\$3,643.70	\$4,229.04	\$7,035.26	\$10,654.76	\$16,502.54	\$10,389.77	\$30,026.55	\$31,948.87	\$6,022.41	\$473,509.14	\$541,382.86	

23757.27
\$3,000.00

minus 33214.27

3000

3457

Move Labor compliance budget(3,360) into legal, Move Hydrogeologist and inspections (3,590.58) into management and administration, Move Water quality testing (17,969.79) into contingency, Move Hydrogeology report (6,193) to legal

Claim 31

Task 1

4A - Project Management & Administration

District Directors Reports, Sign-in Sheets & Meeting Agenda/Minutes

May 2023

Monthly Report - Board of Directors

May 2023

Frazier Park Public Utility District

Frazier Park - Lake of the Woods Regional Consolidation Planning Project Number 1510007-001P

Date	Hours	Project Task #	Description	Personnel	Hourly Rate or Meeting Fee	Total
5/18/2023	1.75	Administration	Standing Committee for monthly check-in meeting	Brahma Neyman	\$33.33	\$58.33
5/18/2023	1.75	Administration	Standing Committee for monthly check-in meeting	Lisa Schoenberg	\$33.33	\$58.33
5/25/2023	Flat Rate	Administration	Frazier Park Board of Directors monthly planning meeting	Rebecca Gipson	\$100.00	\$100.00
5/25/2023	Flat Rate	Administration	Frazier Park Board of Directors monthly planning meeting	Lisa Schoenberg	\$100.00	\$100.00
5/25/2023	Flat Rate	Administration	Frazier Park Board of Directors monthly planning meeting	Gerald Garcia	\$100.00	\$100.00
5/25/2023	Flat Rate	Administration	Frazier Park Board of Directors monthly planning meeting	Brahma Neyman	\$100.00	\$100.00
5/25/2023	Flat Rate	Administration	Frazier Park Board of Directors monthly planning meeting	Terry Kelling	\$100.00	\$100.00
Total						\$616.66

**Frazier Park PUD
Ad-Hoc Conference
Call/Meeting Date:
May 18, 2023**

Sign-In Sheet

Frazier Park Public Utility District

Date: 05-18-2023 Meeting: State Update Meeting Time: 10:00 am

Name - Print	Address	Email Address
Tiffany Matte	4020 Park Drive, Frazier Park	tiffany.m.fppud@gmail.com
Brahma N. Lyman	4020 Park Dr. Frazier Park	brahman.fppud@gmail.com
Lisa Schowburg	4020 Park Dr. FP	Lisa.S.fppud@gmail.com
Jonnie Allison	4020 Park Dr. Frazier Park	Jonniea.FPPud@gmail.com

*The signing, registering, or completion of this document is voluntary. All persons may attend the meeting regardless of whether a person signs, registers, or completes this document. Per government code section 54953.3

FRAZIER PARK PUBLIC UTILITY DISTRICT
Meeting Located at 4020 Park Drive, Frazier Park, CA 93225
State Update Meeting Standing Committee
Meeting Agenda for Thursday, May 18, 2023, 10:00am

- 1. Call to Order.**
- 2. Roll Call of Directors and Attendees.**
- 3. Public Comments - Items Not Listed on the Agenda (Limited to five minutes - Thank you!).**
- 4. Review Minutes of 04/20/2023 State Update Standing Committee Meeting.**
- 5. FP/LOW Consolidation Planning Project.**
 - a. Well Sites.**
 - i. Acquisition of Well Site Properties.**
 - ii. Early Drilling of Well 8 and 9 (technical memo).**
 - iii. Sphere of Influence Mapping (Submitted).**
 - iv. LAFCo and MSR Work.**
 - v. Planning Timeline.**
 - b. Planning Project - SHE Technical Assistance Funding Status.**
 - c. Regional Project Planning Project Budget Details.**
 - d. Project Budget.**
 - i. Review of Planning Budget.**
 - ii. Budget Adjustment (adjustment request and eligible costs).**
 - e. Claims.**
 - i. Review Invoices for Claim #30.**
 - f. Lake of the Woods Grants and Projects.**

FRAZIER PARK PUBLIC UTILITY DISTRICT
Meeting Located at 4020 Park Drive, Frazier Park, CA 93225
State Update Meeting Standing Committee
Meeting Agenda for Thursday, May 18, 2023, 10:00am

- 6. Frazier Park Pipeline Replacement Project.**
 - a. Preliminary Engineering Work Paid Through SHE TA Workplan Funds.**
 - i. Potholing and Mapping.**
 - ii. Engineering and Design.**
 - iii. Review Invoices.**
 - b. SWRCB Grant Funded Project.**
- 7. Frazier Park Public Utility District Meter Replacement Project and
Emergency Replacement Well and Water Supply Project.**
 - a. Status of Projects (Well and Meters)(returning unused equipment).**
 - b. Project Budget.**
 - c. Claims.**
 - i. Review Invoices for Claim #15.**
 - d. SHE Revolving Loan Requests.**
- 8. Adjournment.**

FRAZIER PARK PUBLIC UTILITY DISTRICT
Meeting Located at 4020 Park Drive, Frazier Park, CA 93225
State Update Meeting Standing Committee
Meeting Agenda for Thursday, May 18, 2023, 10:00am

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FRAZIER PARK PUBLIC UTILITY DISTRICT
4020 Park Drive, P.O. Box 1525, Frazier Park, CA. 93225
STATE UPDATE STANDING COMMITTEE
MEETING MINUTES FOR THURSDAY, MAY 18, 2023
10:00 AM

Neyman/Garcia 5/0/0
Minutes Approved on May 25, 2023

1. **Call to Order: 10:02am.**
2. **Roll Call of Directors and Attendees.**
 - **Frazier Park Public Utility District (FPPUD)** - Brahma Neyman, Lisa Schoenberg, Jonnie Allison, and Tiffany Matte.
 - **Lake of the Woods MWC (LOW)** - Pam Jarecki and Joan Kotnik.
 - **Self-Help Enterprises (SHE)** - Carlos Bravo and Oscar Cisneros.
 - **State Water Resources Control Board (SWRCB):**
 - **Division of Financial Assistance** - Artena Kubik and Lawrence Sanchez.
 - **Division of Drinking Water** - Ryan Icenhower, and Reyna Rodriguez.
3. **Public Comments** - None.
4. **Review Minutes of 04/20/2023 State Update Standing Committee Meeting.**

The minutes from the last meeting were provided to the attendees in the information packet for review. They were approved by the Frazier Park Board on April 27th.

5. **FP/LOW Consolidation Planning Project.**

- a. **Well Sites.**

- i. **Acquisition of Well Site Properties.**

Nothing has moved forward. The District is still having meetings and speaking with their attorney. Lawrence Sanchez clarified that the current funding source for the consolidation project is the Prop 1 State Revolving Fund. Under that funding, costs are not reimbursed for eminent domain filing, legal costs, and property acquisition. If there was another funding source in the future, then those costs could potentially be covered. The District would need a funding source to drill wells outside of the regional project as well. Lawrence explained the application process could be started now, but the property would have to be acquired and the preliminary work done before the project is approved.

- ii. **Early Drilling of Well 8 and 9.**

In order to move forward on potentially drilling Well #8 or #9 early, Lawrence requested a technical memo describing the proposed project.

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STATE UPDATE STANDING COMMITTEE
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10:00 AM
Neyman/Garcia 5/0/0
Minutes Approved on May 25, 2023

Dee Jaspar sent a draft of his engineering report for the MSR, which contains that information, to the FPPUD Board and the State for review. Lawrence will review that report at the end of next week. Joan Kotnik expressed some concerns while reviewing that engineering report. She will send those concerns in an email to Dee Jaspar and include the FPPUD staff and the Project Ad Hoc Committee.

The District is moving forward to acquire the land for Well #9, but it is too cost prohibitive to drill and tie in this well outside of the consolidation. The engineer will determine if the whole property, or just a part of it, will be needed for Well #9.

Joan asked another clarifying question. Should Lake of the Woods experience an emergency and need to drill a new well to acquire additional water, would the State be willing to fund such a project while still in the annexation process? Lawrence explained that the DFA would work with the Division of Drinking water. He also believes that unless LOW had engineering work showing that there was a viable source of water, and could justify the need to drill it outside of the consolidation, it is most likely that the State would not fund it. It has already been proven that there are better water sources further east.

GM Allison recently spoke with USDA, and they are currently only offering 45/55 grant/loan options.

iii. Sphere of Influence Mapping.

The map was completed and sent to LAFCo. The District is now waiting for the MSR to be completed.

iv. LAFCo and MSR Work.

Dee Jaspar has sent the completed engineering report to Bravish for review and inclusion in the complete MSR.

v. Planning Timeline.

The deliverable date for the MSR was moved to September 2023. The draft source water assessment program report will be moved until the end of June. The deliverable date for the environmental work will be moved to September 2024. The final plans and specs and the construction application are expected to be done by April and June of 2025.

FRAZIER PARK PUBLIC UTILITY DISTRICT
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10:00 AM
Neyman/Garcia 5/0/0
Minutes Approved on May 25, 2023

b. Planning Project - SHE Technical Assistance Funding Status.

There was no update on this item.

c. Regional Project Planning Project Budget Details.

There was no update on this item.

d. Project Budget

i. Review of Planning Budget.

Lawrence Sanchez had questions about the budget adjustment request submitted after last month's meeting. The group discussed the budget needs and revised the numbers as follows:

ii. Budget Adjustment.

(4A) Planning:

<u>Budget Item</u>	<u>Budget</u>	<u>Revised</u>	<u>For</u>
Consolidation Engineering	\$22,000	\$45,757.27	Increased by \$23,757.27
Consolidation MSR	\$35,000	\$38,000	Increased by \$3,000

(4B) Test well Design:

<u>Budget Item</u>	<u>Budget</u>	<u>Revised</u>	<u>For</u>
PER	\$40,292	\$43,292	Increased by \$3,000

(4D) Environmental Documents:

<u>Budget Item</u>	<u>Budget</u>	<u>Revised</u>	<u>For</u>
Environmental Documents	\$56,216	\$59,673	Increased by \$3,457

(4B) Test well Design:

<u>Budget Item</u>	<u>Budget</u>	<u>Revised</u>	<u>For</u>
Test Well Drilling	\$234,600	\$201,385.63	Reduced by \$33,214.27

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Neyman/Garcia 5/0/0
Minutes Approved on May 25, 2023

e. Claims.

i. Review Invoices for Claim #30.

There were four invoices from DJA, three from YW, and charges for Director fees and staff recovery charges. Additional invoices will be submitted for previous unsubmitted charges from DJA. Carlos Bravo reviewed the invoices and confirmed eligible charges.

f. Lake of the Woods Grants and Projects.

\$3.5 million: They are still waiting on the County.

Generator Project: Lawrence will be working on the Final Budget Approval.

\$5 million: P&P is working on the designs and hope to have partial completion sent out by the middle of June and full designs by the end of the year.

Blending Station: LOW is modifying the blending station to have the wells shut down when the nitrates are high. Well #1 is showing high nitrates as well as Well #7. Well #2 has shown a decrease in production.

6. Frazier Park Pipeline Replacement Project.

a. Preliminary Engineering Work Paid Through SHE TA Workplan Funds.

i. Potholing and Mapping.

Lyles Construction has completed the potholing and mapping. There should be one more invoice that will close out the \$289,000 funds for this part of the project.

ii. Engineering and Design.

DJA will be finishing up the plans and specifications, at which point the District will be able to complete and submit the full project application.

iii. Review Invoices.

There was one new invoice from DJA for this project. Invoice #23-00440 in the amount of \$12,103.00.

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10:00 AM
Neyman/Garcia 5/0/0
Minutes Approved on May 25, 2023

b. SWRCB Grant Funded Project.

There was no update on this item.

7. Frazier Park Public Utility District Meter Replacement Project and Emergency Replacement Well and Water Supply Project.

a. Status of Projects (Well and Meters).

Curtis Skaggs from DJA is still working on finding out if it will be possible to return unused equipment purchased for the well. This amount was deducted out of Claim #12. Dee Jaspar is working on the decommissioning of Well #7 and will hopefully have the final numbers for that portion of the project by the next FPPUD regular meeting.

b. Project Budget.

There was no update on this item.

c. Claims.

i. Review Invoices for Claim #15.

Oscar Cisneros provided a draft of Claim #15. There were three invoices from DJA. One of the invoices was from 2020 that was not previously submitted. The total claim came out to \$1,385.25.

d. SHE Revolving Loan Requests.

Claim #12 was approved by the State. The District is waiting to receive the check in order to make a payment on the bridge loan.

8. Adjournment.

The meeting was adjourned at 11:38am.

The next update meeting will take place on June 15, 2023.

**FRAZIER PARK PUBLIC UTILITY DISTRICT
4020 Park Drive, P.O. Box 1525, Frazier Park, CA. 93225
STATE UPDATE STANDING COMMITTEE
MEETING MINUTES FOR THURSDAY, MAY 18, 2023
10:00 AM
Neyman/Garcia 5/0/0
Minutes Approved on May 25, 2023**

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Tiffany Matte, Clerk of the Board

Attest: Gerald Garcia, Secretary

seal

Frazier Park PUD

District Meeting Date:

May 25, 2023

Sign-In Sheet

Frazier Park Public Utility District

Date: 05-25-2023

Meeting: Regular State Planning
& Project Meeting

Time: 4:00 pm

Name - Print	Address	Email Address
Tiffany Mathe	4020 Park Drive, Frazier Park	tiffanym.fppud@gmail.com
GERRALD GARRETT	4020 Park Dr. F.P. 93225	gerryg.fppud@gmail.com
Stachna Neyman	4020 Park Dr 93225	stachna.fppud@gmail.com
Rebecca Gibson	4020 Park Dr 93225	rebecca.fppud@gmail.com
Lisa Schowben	4020 Park Dr. 93225	lisa.schowben@gmail.com
Terry Kelling	4020 Park Dr 93225	terryk.fppud@gmail.com
Jonnie Allison	4020 Park Dr. FP 93225	Jonniea.fppud@gmail.com

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FRAZIER PARK PUBLIC UTILITY DISTRICT
Meeting Located at 4020 Park Drive, Frazier Park, CA 93225
Teleconference Option Via: Zoom.com - Phone in +1 (408) 638-0968
Meeting ID: 879 0340 5821 Meeting Password: 998836
Regular State Planning & Project Meeting Agenda
Thursday, May 25, 2023, 4:00PM
Additional Teleconference Location: 820 Elm Trl, Frazier Park, CA 93225

Members of the public interested in participating by teleconference may do so using the call-in information above. Please note that this teleconference option is provided as a courtesy and at the participant's own risk. The District cannot guarantee that there will be no loss of connectivity or other technological obstacles to full participation through teleconferencing. By participating in this way, participants confirm that they understand this risk and that the Board is not obliged to delay any portion of the meeting due to such technological obstacles and thus that teleconference participants may be unable to participate.

- 1. Call to Order.**
 - a. Pledge to the Flag.**
 - b. Roll Call of Directors.**
- 2. Discussion/Vote/Adjust Agenda if Necessary.**
- 3. Public Comments - Items not listed on Agenda (Limited to five minutes - Thank you!).**
- 4. Standing Committee Reports: Accounts Payable Committee; State Update Meeting Committee; Quarterly Financial Committee.**
- 5. Ad Hoc Committee Reports: Project Committee and Financial Committee.**

Financial Business:

- 6. Discussion/Vote on Accounts Payable and Financial Information.**

Unfinished Business:

Oral Announcement Prior to Closed Session. Gov't Code §54957.7(a): A representative of the legislative body to orally announce the items to be discussed in closed session prior to any closed session meeting.

FRAZIER PARK PUBLIC UTILITY DISTRICT
Meeting Located at 4020 Park Drive, Frazier Park, CA 93225
Regular State Planning & Project Meeting Agenda
Thursday, May 25, 2023, 4:00PM

7. **CLOSED SESSION pursuant to Gov't Code §54957.**
Conference with Real Property Negotiators. Gov't. Code §54956.8
Property: 255-320-28
Agency Negotiators: Lisa Schoenberg, Brahma Neyman, Dee Jaspar.
Negotiating Parties: Veronica Alcaraz, Carlos Saucedo
Under Negotiation: Price and Terms of Payment
8. **CLOSED SESSION pursuant to Gov't Code §54957.**
Conference with Real Property Negotiators. Gov't. Code §54956.8
Property: 256-070-54 & 256-070-55
Agency Negotiators: Lisa Schoenberg, Brahma Neyman, Dee Jaspar.
Negotiating Parties: Jeff French, Emilie Wainright
Under Negotiation: Price and Terms of Payment
9. **Discussion/Vote/Update on FP/LOW Consolidation Planning Project.**
 - a. **Discussion/Vote/Review of the Project Timeline.**
 - b. **Discussion/Vote on the Budget Adjustment Request.**
 - c. **Discussion/Vote on the Project Technical Memo.**
 - d. **Discussion/Vote on the Acquisition and Development of the Well #8 Property.**
 - e. **Discussion/Vote on the Acquisition and Development of the Well #9 Property.**
 - f. **Discussion/Vote/Update on District Sphere of Influence Map for the Annexation - Submitted/Tabled.**
 - g. **Discussion/Vote on Project Municipal Service Review (MSR): Quote; Draft MSR; Data Collection; Scope of Work; and LAFCo.**
 - h. **Discussion/Vote on the Memorandum of Understanding - Tabled.**
 - i. **Discussion/Vote on Lake of the Woods Projects and Consolidation.**
 - j. **Discussion/Vote on Claim #30 and Other Claims and Payouts.**
10. **Discussion/Vote/Update on FPPUD Meter Replacement Project and Emergency Well Supply Project.**
 - a. **Discussion/Vote/Update on Well #7.**
 - b. **Discussion/Vote/Update on the Meter Replacement.**

FRAZIER PARK PUBLIC UTILITY DISTRICT
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Regular State Planning & Project Meeting Agenda
Thursday, May 25, 2023, 4:00PM

- c. Discussion/Vote on Claim #15 and Other Claims and Payouts.
- d. Discussion/Vote/Update on Bridge Loan Requests and Payments.
- 11. Discussion/Vote/Update on Pipeline Replacement Project.
 - a. Discussion/Vote on Potholing and Mapping.
 - b. Discussion/Vote on the Project Budget.
 - c. Discussion/Vote on the Project Plans and Specifications.
 - d. Discussion/Vote on the Project Application.
- 12. Discussion/Vote/Update on CalOES Community Power Resiliency Allocation to Special Districts Grant.
 - a. Discussion/Vote/Update on the Purchase of the Generators.
 - b. Discussion/Vote on Engineering and Design.
- 13. Discussion/Vote/Update on the District Water Tank Repair and/or Replacement.
 - a. Discussion/Vote/Update on Elm Tank.
 - b. Discussion/Vote on Parcel B.
- 14. Discussion/Vote on the Employee Handbook.

Brief Recess (Approximately 10 minutes, every one and a half hours).

New Business:

- 15. Discussion/Vote on Forming a Record Retention Ad Hoc Committee.
- 16. Discussion/Vote on Forming a Construction Ad Hoc Committee.
- 17. Review and Approve Meeting Minutes for 05/18/2023 State Update Meeting.
- 18. Discussion/Vote on Future Agenda Items.
- 19. Adjournment.

FRAZIER PARK PUBLIC UTILITY DISTRICT
Meeting Located at 4020 Park Drive, Frazier Park, CA 93225
Regular State Planning & Project Meeting Agenda
Thursday, May 25, 2023, 4:00PM

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Draft to be Approved
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Teleconference Option Via: Zoom.com - Phone in +1 (408) 638-0968
Meeting ID: 879 0340 5821 Meeting Password: 998836
State Planning & Project Meeting
REGULAR MEETING MINUTES FOR THURSDAY, MAY 25, 2023, 4:00PM
Additional Teleconference Location: 820 Elm Trl, Frazier Park, CA 93225

1. Call to Order: 4:03pm.

a. Pledge to the Flag.

b. Roll Call of Directors:

Present: Garcia, Gipson, Kelling, Neyman, and Schoenberg.

Director Gipson was present as the chairperson.

Also Present:

- Frazier Park Public Utility District (FPPUD) - Jonnie Allison, Deborah Angel and Tiffany Matte.
- Lake of the Woods MWC (LOW) - Mary Dreier and Pam Jarecki.
- Self-Help Enterprises (SHE) - Carlos Bravo.

2. Discussion/Vote/Adjust Agenda if Necessary.

Motion: Move that we table Items #7 and #8.

Schoenberg/Neyman 5/0/0, Motion Passed.

Aye: Garcia, Gipson, Kelling, Neyman, and Schoenberg.

3. Public Comments - None.

4. Standing Committee Reports:

Accounts Payable Committee.

Directors Neyman and Kelling met with the Bookkeeper and reviewed the checks that will be paid under the financial information agenda item.

State Update Meeting Committee.

Director Schoenberg gave a brief summary of what was discussed during the State Update Meeting. Additional information will be given under the corresponding agenda items.

Quarterly Financial Committee.

This committee is scheduled to meet again in July to review the financials for the second quarter.

FRAZIER PARK PUBLIC UTILITY DISTRICT
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5. Ad Hoc Committee Reports:

Project Committee.

This committee had no report.

Financial Committee.

This committee had no report.

6. Discussion/Vote on Accounts Payable and Financial Information.

Deborah Angel reported that 3 checks were cut out of the FP/LOW Planning Account for a total of \$16,009.50 for Claim #27. Director Neyman made the transfers from the FP/LOW Planning Account into the Revenue/Operating Account for the Director and Staff Fees.

13 checks were cut out of the Revenue/Operating Account for a total of \$16,334.14. The checks and check detail were reviewed by the Board for accuracy. Deborah reviewed the items over \$3,000.00. Changes were noted to how some expenses were categorized.

Motion: Move that we pay our bills.

Neyman/Schoenberg 5/0/0, Motion Passed.

Aye: Garcia, Gipson, Kelling, Neyman, and Schoenberg.

7. CLOSED SESSION pursuant to Gov't Code §54957 - Tabled.

Conference with Real Property Negotiators. Gov't Code §54956.8

Property: 255-320-28

Agency Negotiators: Lisa Schoenberg, Brahma Neyman, Dee Jaspar.

Negotiating Parties: Veronica Alcaraz, Carlos Saucedo

Under Negotiation: Price and Terms of Payment

8. CLOSED SESSION pursuant to Gov't Code §54957 - Tabled.

Conference with Real Property Negotiators. Gov't Code §54956.8

Property: 256-070-54 & 256-070-55

Agency Negotiators: Lisa Schoenberg, Brahma Neyman, Dee Jaspar.

Negotiating Parties: Jeff French, Emilie Wainright

Under Negotiation: Price and Terms of Payment

State Funded Grant Projects - Discussion began at 4:11pm.

FRAZIER PARK PUBLIC UTILITY DISTRICT
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State Planning & Project Meeting
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9. Discussion/Vote/Update on FP/LOW Consolidation Planning Project.

a. Discussion/Vote/Review of the Project Timeline.

The standing committee discussed updates to the timeline at the State Update Meeting. The MSR was moved to September 2023. The application to LAFCo to amend the Sphere of Influence was also changed to September 2023. The draft Source Water Assessment Program Report was changed to June 2023. There were other changes that need to be confirmed with Dee Jaspar at the next meeting.

b. Discussion/Vote on the Budget Adjustment Request.

Lawrence Sanchez had questions on the adjustment request submitted last month. After discussions at the State Update Meeting the adjustment request was amended to the following numbers:

(4A) Planning:

Budget Item	Budget	Revised	For
Consolidation Engineering	\$22,000	\$45,757.27	Increased by \$23,757.27
Consolidation MSR	\$35,000	\$38,000	Increased by \$3,000

(4D) Environmental Documents:

Budget Item	Budget	Revised	For
Environmental Documents	\$56,216	\$59,673	Increased by \$3,457

(4B) Test well Design:

Budget Item	Budget	Revised	For
PER	\$40,292	\$43,292	Increased by \$3000
Test Well Drilling	\$234,600	\$201,385.63	Reduced by \$33,214.27

The Board noted an amendment for a typo.

Motion: Move that we approve this letter to go out to Lawrence Sanchez with the amendment mentioned.

Schoenberg/Neyman 5/0/0, Motion Passed.

Aye: Garcia, Gipson, Kelling, Neyman, and Schoenberg.

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c. Discussion/Vote on the Project Technical Memo.

Lawrence Sanchez will review the engineering portion of the MSR to see if it meets the requirements of the technical memo. At the last meeting Joan Kotnik expressed some concerns about information in Dee Jaspar's report. She emailed her concerns to Dee Jaspar who addressed her questions.

d. Discussion/Vote on the Acquisition and Development of the Well #8 Property.

There was no update on this item.

e. Discussion/Vote on the Acquisition and Development of the Well #9 Property.

Lake of the Woods was interested in having this well drilled before Well #8 so that it could help supplement the water supply of both LOW and Frazier Park. They were understanding when the Board explained that drilling Well #9 outside of the Regional Consolidation Planning Project would be too cost prohibitive. Lawrence Sanchez explained at the State Update Meeting that it could take so long to break out the well from the project, that it would be better to keep moving forward with the consolidation.

f. Discussion/Vote/Update on District Sphere of Influence Map for the Annexation - Submitted/Tabled.

g. Discussion/Vote on Project Municipal Service Review (MSR): Quote; Draft MSR; Data Collection; Scope of Work; and LAFCo.

The draft engineering report has been prepared and sent to Bravish from Stanley Hoffman Associates. Bravish will review the report when he returns to the country.

h. Discussion/Vote on the Memorandum of Understanding - Tabled.

i. Discussion/Vote on Lake of the Woods Projects and Consolidation.

The Notice to Proceed was issued for the \$3.5 million project. The well levels are continuing to improve and are up between 18 and 27 feet since January. Well #4 is still pumping to waste. Their electrician converted the blending station so all of the wells shut down if the nitrate levels are high. LOW has a meeting with the State next week to talk about their drought contingency plan.

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j. Discussion/Vote on Claim #30 and Other Claims and Payouts.

Claim #30 - \$31,514.87.

Director Fees - \$600.00.

Staff Administration Costs - \$111.63.

Dee Jaspar & Associates Invoices for July 2019 to April 2023 - \$27,829.49.

Invoice #19-07X12, dated 07/31/2019, in the amount of \$198.00
Invoice #19-08015, dated 08/31/2019, in the amount of \$420.26
Invoice #19-09013, dated 09/30/2019, in the amount of \$396.00
Invoice #19-10013, dated 10/31/2019, in the amount of \$594.00
Invoice #19-12011, dated 12/31/2019. In the amount of \$234.00
Invoice #20-01051, dated 01/31/2020. In the amount of \$114.80
Invoice #20-02051, dated 02/29/2020, in the amount of \$871.04
Invoice #21-04016X, dated 04/30/2021, in the amount of \$198.00
Invoice #21-09016, dated 09/30/2021. In the amount of \$594.00
Invoice #23-004X9, dated 04/30/2023, in the amount of \$3,038.00.
Invoice #23-00409, dated 04/30/2023, in the amount of \$11,175.50.
Invoice #23-00410, dated 04/30/2023, in the amount of \$868.00
Invoice #23-00412, dated 04/30/2023, in the amount of \$9,127.89.

Young Wooldridge for April 2023 - \$2,973.75

Invoice #100130, dated 04/30/2023, in the amount of \$325.00.
Invoice #100131, dated 04/30/2023, in the amount of \$2,177.50.
Invoice #100132, dated 04/30/2023, in the amount of \$471.25

Director Neyman noted one amendment to the claim amount as listed in the attached spreadsheet.

Motion: Move that we submit Claim #30 with the invoices that I stated, with the corrections that were stated to Carlos, and the total claim will be in the amount of \$31,514.87.

Neyman/Schoenberg 4/0/1, Motion Passed.

Aye: Garcia, Kelling, Neyman, and Schoenberg.

Abstain: Gipson.

10. Discussion/Vote/Update on FPPUD Meter Replacement Project and Emergency Well Supply Project.

FRAZIER PARK PUBLIC UTILITY DISTRICT
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a. Discussion/Vote/Update on Well #7.

DJA was not present for an update, but they are working on the final numbers to close out this portion of the project.

b. Discussion/Vote/Update on Meter Replacement.

GM Allison received an email with a list of information needed for Neptune and Brough to do the propagation study.

c. Discussion/Vote on Claim #15 and Other Claims and Payouts.

Claim #15 - \$1,385.25.

Dee Jaspar & Associates Invoices for July 2020 to April 2023 - \$1,385.25.

Invoice #20-07053, dated 07/31/2020, in the amount of \$792.00

Invoice #23-00413, dated 04/30/2023, in the amount of \$84.75.

Invoice #23-00414, dated 04/30/2023, in the amount of \$508.50.

Motion: Move that we go ahead and approve Claim #15 to be submitted with the invoices I stated, in the amount of \$1,385.25.

Neyman/Kelling 4/0/1, Motion Passed.

Aye: Garcia, Kelling, Neyman, and Schoenberg.

Abstain: Gipson.

d. Discussion/Vote/Update on the Bridge Loan Requests and Payments.

The District is waiting on the reimbursement for Claim #12. When that comes in it will be used to pay the bridge loan.

11. Discussion/Vote/Update on Pipeline Replacement Project.

a. Discussion/Vote on Potholing and Mapping.

The potholing work is complete. DJA is working on the mapping. GM Allison is hoping to meet with them next week to review what they have done so far.

b. Discussion/Vote on the Project Budget.

There was no update on this item.

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c. Discussion/Vote on the Project Plans and Specifications.

There was no update on this item.

d. Discussion/Vote on the Project Application.

There was no update on this item.

State Funded Grant Projects - Discussion concluded at 4:57pm.

12. Discussion/Vote/Update on CalOES Community Power Resiliency Allocation to Special Districts Grant.

a. Discussion/Vote/Update on the Purchase and Delivery of the Generators.

GM Allison had Curtis Skaggs from DJA review the invoice from PTS Rentals to make sure the District was not overpaying, and that the load banks were listed so that those are not paid for until they are delivered.

The Board called Curtis to have him go over the totals and explain the breakdown.

PTS Rentals agreed to the original total contract amount of \$408,691.00. Invoice #3320 in the amount of \$47,345.38 will be deducted out of that amount which leaves us the total amount of the generator cost of \$361,345.62. We have currently paid two payments to them. One in the amount of \$163,476.40, and the amount of \$125,323.60, which leaves us owing on the generators \$72,545.62. We will withhold a retention, until they come and test the generators once they're installed, of \$36,134.52.

Motion: Move that we make a payment for the generators of \$36,411.10. On the second invoice for the load banks (\$47,345.38) we will not pay that at all until they are delivered and tested.

Neyman/Schoenberg 5/0/0, Motion Passed.

Aye: Garcia, Gipson, Kelling, Neyman, and Schoenberg.

b. Discussion/Vote on Engineering and Design.

DJA is working on designing the pads for the generators.

13. Discussion/Vote/Update on the District Water Tank Repair and/or Replacement.

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a. Discussion/Vote/Update on Elm Tank.

No work can be done on Elm Tank until after summer when water demand slows down.

Motion: Move that we table Item #13a until September's regular meeting.

Schoenberg/Garcia 5/0/0, Motion Passed.

Aye: Garcia, Gipson, Kelling, Neyman, and Schoenberg.

b. Discussion/Vote on Parcel B.

GM Allison is working with the diver and wants him to come back out and inspect the tank. The diver recommended the District get a company to hang sacrificial anodes in the tank which will help slow the rusting process. He also recommended finding someone who can try to recoat the inside of the tank.

14. Discussion/Vote on the Employee Handbook.

The Board Members were not ready to discuss if they had any final changes to the handbook. Discussion will continue at the next meeting.

Motion: Move that we table the discussion/vote on the Employee Handbook until our next regular meeting.

Neyman/Garcia 3/0/2, Motion Passed.

Aye: Garcia, Kelling, and Neyman.

Abstain: Gipson and Schoenberg.

15. Discussion/Vote on Forming a Record Retention Ad Hoc Committee.

There are many old boxes filled with years of paperwork that are being stored in the old office building. Once the new record retention policy is passed, an ad hoc committee will go through the old paperwork and destroy documents in compliance with that policy. Director Schoenberg volunteered to be on the committee along with Director Kelling, but the motion was defeated.

Motion: Move that Director Schoenberg and Director Kelling be the ad hoc for the Record Retention Ad Hoc committee.

Neyman/Garcia 2/1/2, Motion Defeated.

Aye: Garcia and Neyman.

Abstain: Schoenberg and Kelling.

No: Gipson.

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16. Discussion/Vote on Forming a Construction Ad Hoc Committee.

The FPPUD will be constructing retaining walls and laying the concrete pads for the generators. None of the employees have experience in this area, but this has been Director Garcia's profession for over 30 years. He volunteered to be on this ad hoc committee in order to lead the crew in the construction process. For clarity, the Board wanted the name to be changed to Generator Pad Construction Ad Hoc Committee.

Motion: Move that we create a Generator Pad Construction Ad Hoc Committee for Gerald Garcia.

Neyman/Kelling 4/0/1, Motion Passed.

Aye: Gipson, Kelling, Neyman, and Schoenberg.

Abstain: Garica.

17. Review and Approve Meeting Minutes for 05/18/2023 State Update Meeting.

Motion: Move that we approve the State Update Standing Committee Meeting Minutes for Thursday, May 18, 2023 with any of the amendments that were sent to Tiffany previous to and after the meeting, as well as any additional amendments for typos or other errors that we may not have caught or that may need to be corrected.

Neyman/Garcia 5/0/0, Motion Passed.

Aye: Garcia, Gipson, Kelling, Neyman, and Schoenberg.

18. Discussion/Vote on Future Agenda Items.

Regular Meeting June 8, 2023.

Public Hearing June 22, 2023.

Regular State Planning & Project Meeting June 22, 2023.

19. Adjournment.

Motion: Move that we adjourn.

Neyman/Garcia 5/0/0, Motion Passed.

Aye: Garcia, Gipson, Kelling, Neyman, and Schoenberg.

Meeting Adjourned: 5:48pm.

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At every regular meeting, the legislative body shall provide the public with an opportunity to directly address the body on any item of interest to the public before or during the legislative body's consideration of the item that is within the subject matter jurisdiction of the legislative body. (Brown Act Code Sec 54954.3(a)).

Tiffany Matte, Clerk of the Board

Attest: Gerald Garcia, Secretary

seal

Claim 31

Scope of Work Task 1:

Task 1: 4A - Planning - Staff Cost Recovery

District staff charges

May 2023

**Monthly Report - Admin Staff
May 2023
Frazier Park Public Utility District**

Frazier Park - Lake of the Woods Regional Consolidation Planning Project Number 1510007-001P

Date	Hours	Project Task #	Description	Personnel	Hourly rate	Total
5/18/2023	1.75	Administration	Clerk of the Board Services for monthly check-in meeting	Clerk of the Board	\$26.00	\$45.50
5/25/2023	1.75	Administration	Clerk of the Board Services for monthly planning meeting	Clerk of the Board	\$26.00	\$45.50
Total	3.5					\$91.00

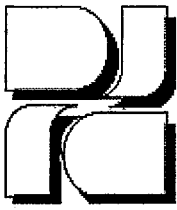
Claim 31
Funding Agreement
Scope of Work Task 2:
4A-Planning
Consolidation Engineering Charges:

Invoice: 23-00514

May 31, 2023

Charges:\$1,844.50

Claim 31
Funding Agreement Scope of
Work Task 2:
4B -Preliminary Engineering Report
Invoice: 23-00514
May 31, 2023
Charges: \$542.50



DEE JASPAR AND ASSOCIATES, INC.
 2730 Unicorn Road
 Building A
 Bakersfield, CA 93308
 PH(661) 393-4796 FX(661) 393-4799

Client/Job No. F1000320-**36**

INVOICE

Invoice submitted to:

May 31, 2023

Frazier Park Public Utility District
 PO Box 1525
 Porject No. 1510007-001P
 Frazier Park, CA 93225
 tiffanymfppud@gmail.com
 CC:
 Jonniea.fppud@gmail.com

Invoice # 23-00514

In Reference To: Regional Annexation Planning Project
 Test Wells
 Draft PER (Preliminary Engineering Report)
 34,324

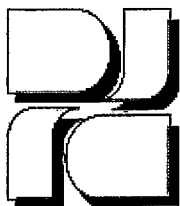
Professional Services

			<u>Hrs/Rate</u>	<u>Amount</u>
5/3/2023	DJ	Principal Engineer PER---- Will be included in the next claim. Preliminary Engineering Report	4.50 217.00/hr	976.50
5/16/2023	DJ	Principal Engineer Consolidation Engineering/Admin EDWG Application	2.50 217.00/hr	542.50
5/17/2023	DJ	Principal Engineer Consolidation Engineering/Admin Expedited Drinking Water Grant Well 8	6.00 217.00/hr	1,302.00
5/22/2023	DJ	Principal Engineer PER Preliminary Engineering Report	2.50 217.00/hr	542.50
5/23/2023	DJ	Principal Engineer PER----- Will be included in the next claim PER Address Comments	6.50 217.00/hr	1,410.50
		For professional services rendered	22.00	\$4,774.00
		For professional services rendered	22.00	\$4,774.00
				- \$ 976.50
				- \$1,410.50
Billings from May 1 to May 31, 2023			<u>New Total</u>	<u>\$2,387.00</u>

Consolidation Engineering-----\$542.50+\$1,302.00-----=\$1,844.50
PER-----=\$ 542.50
Total Charges------\$1,844.50+\$542.50-----=\$2,387.00

TERMS: INVOICES PAYABLE UPON RECEIPT AND DUE 30 DAYS FROM DATE OF INVOICE. A FINANCE CHARGE OF 1.5% WILL BE ADDED ON ALL PAST DUE INVOICES. IF COLLECTION BECOMES NECESSARY, CLIENT AGREES TO PAY ALL LEGAL COSTS.

Claim 31
Funding Agreement
Scope of Work Task 2:
4E -Engineering Design:
Invoice: 23-00514A
May 31, 2023
Charges: \$2,927.75



DEE JASPAR AND ASSOCIATES, INC.
 2730 Unicorn Road
 Building A
 Bakersfield, CA 93308
 PH(661) 393-4796 FX(661) 393-4799

Client/Job No. F1000320- **B6**

INVOICE

Invoice submitted to:

May 31, 2023

Frazier Park Public Utility District
 PO Box 1525
 Project No. 1510007-001P
 Frazier Park, CA 93225
 tiffanymfppud@gmail.com
 CC:
 Jonniea.fppud@gmail.com

Invoice # 23-00514 **A**

In Reference To: Regional Annexation Planning Project
 Test Wells
 Draft PER (Preliminary Engineering Report)
 34,324

Professional Services

			<u>Hrs/Rate</u>	<u>Amount</u>
5/9/2023	DJ	Principal Engineer Engineering Design Well 9 Design	4.00 217.00/hr	868.00
5/10/2023	DJ	Principal Engineer Engineering Design Well 9 Layout	3.50 217.00/hr	759.50
5/11/2023	DJ	Principal Engineer Engineering design Well 9 Layout	1.50 217.00/hr	325.50
5/16/2023	jW	Two Man Survey Crew-Public Works WELL #9 TOPO Engineering design	3.50 278.50/hr	974.75
For professional services rendered			12.50	\$2,927.75
For professional services rendered			12.50	\$2,927.75

Billings from May 1 to May 31, 2023

TERMS: INVOICES PAYABLE UPON RECEIPT AND DUE 30 DAYS FROM DATE OF INVOICE. A FINANCE CHARGE OF 1.5% WILL BE ADDED ON ALL PAST DUE INVOICES. IF COLLECTION BECOMES NECESSARY, CLIENT AGREES TO PAY ALL LEGAL COSTS.